

**SOLICITATION NUMBER: PROC0400151 – AMENDMENT – NO. 3**

This combined synopsis/solicitation is amended to include the following Questions and Answers regarding this synopsis/solicitation:

**The following questions and their answers have been submitted to the United States Patent & Trademark Office (USPTO) vis-à-vis combination synopsis/solicitation PROC0400151.**

**1. What is the NAICS small business size for this requirement?**

The NAICS is 443120 for the requirement listed in synopsis/solicitation PROC0400151. The small business size is 500 employees.

**2. What do I need to provide should I decide to submit a proposal?**

All the information you need may be found at the following web site:

<http://www.uspto.gov/web/offices/ac/comp/proc/itbpareq/itbpahom.htm>

**3. What items have you requested be available under any resulting BPA?**

See Answer No. 2

**4. Is this a GSA BPA?**

No, as explained in the combination synopsis/solicitation PROC0400151, this award is to be made by the United States Patent and Trademark Office (USPTO).

**5. Is Teaming allowed?**

Yes, teaming is allowed. The USPTO encourages teaming with other small businesses.

**6. Are desktop computers to be included as offered products?**

No, as explained in combination synopsis/solicitation PROC0400151, the USPTO already has mandatory source contracts for these products.

**7. Offerors are required to submit examples of prices discounts, or volume discounts for similar types of IT products in conjunction with evaluation factor No. 5 (Price). How many examples should we submit in our proposal?**

In order to clarify this question, the USPTO has decided Offerors should submit examples of its 10 largest sales, which represent the types of IT products, that the company has sold to the federal government community in the last two years. The examples should be a variety of products and should be listed in a spreadsheet with the heading of "Description", "Quantity", "Date of Sale", "Regular Price", "Price Discount Given to Government on Items", "Final Price to Govt". If Offeror did not offer the Govt. a discount from its regular charged prices, please indicate by using "N/A". In addition, the Offeror shall submit sales copies (i.e., purchase orders, sales receipts, etc) of its 10 example orders to substantiate its sales.

**8. Do you have a required format for catalogs and price sheets that would make product and price evaluations easier?**

There is no required format for catalogs. Submissions can be in the format that the offeror uses to provide information to its customers.

For price sheets, see answer to No. 7 above.

**9. Can I get a printed copy of the RFP?**

No, as explained in combination synopsis/solicitation No. PROC0400151, the announcement of the requirement serves as a combination synopsis/solicitation and "*...a written solicitation will not be issued...*"

**10. In Solicitation PROC0400151, you state, "The USPTO's requirements for FY2003 were approximately \$50 million." Using this information is it correct to estimate the value of the entire contract (base years plus option years) to be approximately \$250 million (50 X 5). Is this a correct estimation, or is \$50 million the sum of the contract?**

As stated in combination synopsis/solicitation PROC0400151, "*...The United States Patent and Trademark Office...intends to establish a manageable number of Blanket Purchase Agreements to fulfill...Information Technology (IT) requirements for computer hardware and software products. The USPTO's requirements for FY2003 were approximately \$50 million...*". Any award resulting from this combination solicitation/synopsis will be a Blanket Purchase Agreement (BPA). FAR 13.303-1(a) defines a BPA as "*...a simplified method of filling anticipated repetitive needs for supplies or services by establishing "charge accounts" with qualified sources of supply...*" The \$50 million figure represents what was ordered in the past and shall not be construed as a guarantee of future orders in that amount. There is **no** guarantee of receiving a call just because a company has a BPA. Calls will be competed between/among all BPA holders.

A BPA is nothing more than an agreement on how supplies may be purchased if the BPA holder offers the lowest price for supplies. This combination synopsis/

solicitation guarantees only that any firm holding a BPA will be given the opportunity to compete for requirements when they become available.

**11. Is pricing required to be submitted for the items listed in the sample list of USPTO's previously purchased Information Technology (IT) products, located at:**

**<http://www.uspto.gov/web/offices/ac/comp/proc/itbpareq/itbpalst.pdf>.**

No. The sample list of IT products is provided as information purposes only of the types of IT products the USPTO had purchased last year. Offerors are not expected to price this list of products. Offerors should provide pricing information in its proposal for similar types of IT products the company has recently sold to the federal government community. See Answer to No. 7 (above).

**12. May companies submit proposals that only offers IT products in one area, i.e., network servers?**

As stated in combination synopsis/solicitation PROC0400151, "The Government is seeking a one-stop shopping vehicle that offers a wide array of computer hardware and software products to include computer hardware, software, and licenses, and maintenance that is found under Schedule 70 General Purpose Commercial Information Technology Equipment, Software, and Services..." Those companies offering products in only one area will not meet the USPTO's requirements, and will be not considered for award.

**13. "You want us to submit a sample of items we sold previously to the Government along with PTO cost for these items. We cover a very wide range of computer products (hardware and software) and services. How many items would you consider reasonable to list. Is it advantageous to add as many items as possible?"**

See answers to No. 7 & 12 above.

**14. "Could you clarify what you all are looking for as far as pricing information? Do you all want pricing for all of the items in the spreadsheet of previously purchased items or are you just looking for a sampling?"**

See answers to No. 7 & 12 above.

**15. "Is there any recommended format for the price sheets"**

See answers to No. 7 & 12 above.

**16. "Should and do we have to submit pricing for each item on the list posted on the website?"**

See answers to No. 7 & 12 above.

**17. “How can I obtain a copy of the items requested for the Solicitation Number: PROC0400151”.**

The USPTO has provided a sample list of USPTO previously purchased information technology products at:

<http://www.uspto.gov/web/offices/ac/comp/proc/itbpareq/itbpahom.htm>

This list is for information purposes only and shall not be construed as a guarantee of future orders.

**18. “My question is may we bid on this solicitation, since we are a service firm and need the clearing houses for the hardware and software?”**

The requirements under this combined synopsis/solicitation requires the offeror to submit a capabilities statement, with 3 current customers with whose company has had an established proposal relationship for over one year and sales in excess of \$100,000 for the year, ability to meet required delivery schedules, other factors, and price sampling. If your company does not meet the requirements, your company would be disqualified from receiving an award. As the synopsis/solicitation states: *“Offerors must be authorized dealers or resellers of products that they are offering to the Government”*.

**19. “ How many awards will be made within the USPTO BPA? How many companies will be a part of the BPA and have the opportunity to bid on products?”**

As stated in the synopsis/solicitation, *“The United States Patent and Trademark Office (USPTO) intends to establish a manageable number of Blanket Purchase Agreements (BPAs) to fulfill its continuing Information Technology (IT) requirements for computer hardware and software products”*.

Companies which are awarded a BPA by USPTO under this synopsis/solicitation *“As requirements occur, the USPTO will compete the actions among BPA holders”*.

